

File / Документ	Registry List of Bidder for Pre-proposal conference / Список участников встречи участников конкурса предложений:
Reference / Ссылка	RFP 2021-74 / Ссылка: ЗП 2021-74 Center for PLHIV and PWID being in a difficult life situation during the spread of coronavirus infection / Центр для ЛЖВ и ЛУИН оказавшимся в трудной жизненной ситуации в период распространения COVID-19
Tender period / Период тендера	10/09/2021-24/09/2021
Deadline / Срок подачи	24/09/2021, by 08.00 EST
Programme / Программа	UNDP GF
Pre-proposal conference / Встреча участников конкурса предложений:	14 September 2021, at 10.00 (Bishkek time) online by Zoom conference/ 14 сентября 2021 года в 10:00 (по бишкекскому времени) онлайн, через платформу Zoom.

№	Название фирмы / Company's name	Представитель компании (Ф.И.О., должность)/Company's representative (name, position)	Контактные данные (тел/факс/e-mail) /Contact details (Tel/fax/email)	Подписи/ Signature
1	Hibiscus Advisors	Mr Barry	Э-почта: info@hibiscusadvisors.com	<i>Hibiscus Advisors</i> 14-Sep-2021
2	ОФ AFEW	Олжобаева Рыскул	Э-почта: ryskul.olzhobaeva@afew.kg	
3	ОФ AFEW	Дмитрий Самарин	Э-почта: dmitrii.samarin@afew.kg	<i>Dmitrii Samarin</i> 14-сен-2021

**UNDP project in support of the Government of Kyrgyzstan,
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**MINUTES
PRE-PROPOSAL MEETING**

Tender title/Наименование тендера	Center for PLHIV and PWID being in a difficult life situation during the spread of coronavirus infection / Центр для ЛЖВ и ЛУИН оказавшимся в трудной жизненной ситуации в период распространения COVID-19
Reference/Ссылка	RFP 2021-74 / Ссылка: ЗП 2021-74
Venue/Место	online by Zoom conference/ онлайн, через платформу Zoom
Date and time/дата и время	14 September 2021, at 10.00 (Bishkek time) / 14 сентября 2021 года в 10:00
Language of the meeting/язык на каком встреча прошла	English and Russian/ Английский и Русский

Time/время	Session/сессия	Facilitator/фасилитатор
10.00 – 10.10	Registration/ регистрация	All participants
10.10 – 10.15	Opening and welcome/ открытие и приветствие	Nargiza Umetalieva
10.15 – 10.40	Introduction to UNDP procurement procedures. RFP process description. Submission of proposal through https://etendering.partneragencies.org/ Введение в процедуры закупок ПРООН. Описание процесса запроса предложений. Подача предложения через https://etendering.partneragencies.org	Nargiza Umetalieva
10.40 – 10.50	Q&A /ответы и вопросы	All participants
10.50 – 11.00	Closing /закрытие	Nargiza Umetalieva

The pre-proposal meeting on tender for Center for PLHIV and PWID being in a difficult life situation during the spread of coronavirus infection / [Предварительная встреча по тендеру на отбор Центр для ЛЖВ и ЛУИН оказавшимся в трудной жизненной ситуации в период распространения COVID-19.](#)

Ms. Nargiza Umetalieva welcomed participants of the pre-proposal meeting/ [Г-жа Наргиза Уметалиева приветствовали участников предварительной встречи.](#)

Ms. Nargiza Umetalieva, explained instructions to offerors/ [Г-жа Наргиза Уметалиева разъяснила инструкции для претендентов:](#)

- ✓ Manner of Submitting Proposal: Proposal shall be submitted via <https://etendering.partneragencies.org>. Two – envelope system (Technical and Financial part);/ [Способ подачи предложения: Предложение должно быть подано через https://etendering.partneragencies.org. Система с двумя конвертами \(техническая и финансовая часть\);](#)

Ms. Nargiza Umetalieva, noted, that the **Financial Proposal file must be encrypted with a password so that it cannot be opened nor viewed until the password is provided.** The password for opening the Financial Proposal should be provided only upon request of UNDP. UNDP will request password only from bidders whose technical proposal has been found to be technically responsive. Failure to provide the correct password may result in the proposal being rejected. And that the within the <https://etendering.partneragencies.org> the price shall be indicated as “1”/ [Г-жа Наргиза Уметалиева отметила, что финансовое предложение должно быть защищено паролем, так чтобы его невозможно было открыть или просмотреть до предоставления пароля.](#) ПРООН запросит пароль только у тех участников тендера, чье техническое предложение было признано соответствующим техническим требованиям. Неспособность предоставить правильный пароль может привести к отклонению предложения. А также что в самой системе <https://etendering.partneragencies.org> нужно указать цену как “1”.

- ✓ Period of Proposal Validity commencing on the submission date: 120 days (ref. to RFP, Description of Requirements);/ [Срок действия предложения, начинающийся с даты подачи: 120 дней \(см. Запрос предложений, Описание требований\);](#)
- ✓ Currency of Proposal: KGS ref. to RFP, Description of Requirements);/ [Валюта предложения: кыргызские сомы. \(ссылка на запрос предложений, описание требований\);](#)
- ✓ The required documents establishing eligibility and qualification of Proposers (ref. to RFP, Description of Requirements) should be thoroughly read and prepared as missing of any documents may lead to a risk of non-eligibility;/ [Необходимые документы, устанавливающие минимальные критерии правомочности и](#)

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- квалификацию Заявителей (см. RFP, Описание требований), должны быть тщательно прочитаны и подготовлены, так как отсутствие каких-либо документов может привести к риску непрохождения;
- ✓ Qualification and education level of the proposed staff should be clearly indicated;/Квалификация и уровень образования предлагаемого персонала должны быть четко указаны;
 - ✓ Evaluation and comparison of proposals: Evaluation criteria for Technical and Financial parts. Combined Weighting of Technical (70%) and Financial (30%) Proposals, with minimum cut-off passing score of 70% out of 70% (490 points out of 700 points)./ Оценка и сравнение предложений: критерии оценки для технической и финансовой частей. Сумма технических (70%) и финансовых (30%) предложений с минимальным проходным баллом 70% из 70% (490 баллов из 700 баллов).

QUESTION/ВОПРОС	RESPONSE/ ОТВЕТ
Please clarify the target group for Lot # 2. Should PWID be active PWID or people who are in remission or on a methadone program? / Проясните пожалуйста целевую группу по Лоту №2. ЛУИН это должны быть активные ЛУИН или это могут быть люди, которые находятся в ремиссии, или на метадоновой программе?	All PWID who currently have difficulty with living conditions / Все ЛУИН, у которых сейчас есть трудности с проживанием
With regard to prisoners, these are people who have recently been released or, in general, people who have been in prisons / Относительно заключенных, это люди которые недавно освободились или в целом люди, которые были в местах лишения свободы	People who have recently been released from prisons, who now have difficulties with living conditions / Подразумевается люди, недавно освободившиеся из мест лишения свободы, у которых сейчас есть трудности с проживанием
The terms of reference indicate general indicators (quantitative), and other indicators, for example, access to services (social, medical) should we develop them ourselves? / В техническом задании указаны общие индикаторы (количественные), а другие индикаторы, например, доступ к услугам (социальным, медицинским) мы их сами должны разработать?	Coverage indicators are specified in the terms of reference. At the conclusion of the agreement, several other indicators will be added that will reflect the main points of service delivery. For example, it might be HIV testing, a successful and successful referral. / В техническом задании указаны индикаторы охвата. При заключении соглашения будут добавлены несколько других индикаторов, которые будут отражать основные моменты предоставления услуг. Например, возможно это будет тестирование на ВИЧ, удачное и успешное перенаправление.
Lot # 2 is aimed at covering the city of Bishkek, is it obligatory for the center to be located in Bishkek? Is it possible for the premises to be out of town? / Лот №2 направлен на охват по городу Бишкек, обязательно ли, чтобы центр находился в Бишкеке? Возможно ли, чтобы помещение было за городом?	Since our project does not cover the costs of the premises and its maintenance, of course, if the premises are located in the suburbs of Bishkek, this premises can be considered as appropriate / Так как наш проект не покрывает расходы по помещению и его содержанию, конечно, если помещение расположено в пригороде Бишкека, данное помещение может быть рассмотрено как соответствующее
Is there a budget limit to focus on when submitting an application? / Есть ли лимит бюджета, на который можно ориентироваться при подаче заявки?	Unfortunately, we cannot provide a budget for the tender, but approximate data can be viewed in the COVID Country Application. / К сожалению, мы не можем указывать бюджет при проведении тендера, однако примерные данные можно будет посмотреть в страновой заявке по COVID.

List of participants (UNDP/GF staff)

Name	Position/Programme	Signature	Date
Ms. Inga Babicheva	UNDP/GF HIV\TB Coordinator\Deputy program manager	<i>Inga Babicheva</i>	14-Sep-2021
Ms. Nargiza Umetalieva	UNDP/GF Procurement Specialist	<i>Nargiza Umetalieva</i>	14-Sep-2021
Ms. Dinara Duishenova	UNDP/GF Programme Specialist	<i>Dinara Duishenova</i>	14-Sep-2021

List of participants is in the attachment/ Список участников прилагается.

The pre-proposal meeting recording can be reached through the following link/ Запись предтендерной встречи можно посмотреть по следующей ссылке:

<https://drive.google.com/file/d/1ITIUYTHckt5edOI8Fp4u-ZHKh49DvA9s/view?usp=sharing>

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Nargiza Umetalieva

One United Nations Plaza

New York, NY 10017

nargiza.umetalieva@undp.org

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nargiza.umetalieva@undp.org

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Signer Events**Signature****Timestamp**

Dinara Duishenova

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Program Specialist

UNDP Headquarters

Security Level: Email, Account Authentication
(None)*Dinara Duishenova*Signature Adoption: Pre-selected Style
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Dmitrii Samarin

dmitrii.samarin@afew.kg

Security Level: Email, Account Authentication
(None)*Dmitrii Samarin*Signature Adoption: Pre-selected Style
Using IP Address: 193.106.49.188

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Hibiscus Advisors

info@hibiscusadvisors.com

Security Level: Email, Account Authentication
(None)*Hibiscus Advisors*Signature Adoption: Pre-selected Style
Using IP Address: 72.53.218.141

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Signed: September 14, 2021 | 15:09

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Accepted: September 14, 2021 | 15:07

ID: 7985d6df-dcec-4bbd-bb5f-8ff33a40d281

Inga Babicheva

inga.babicheva@undp.org

HIV and TB Coordinator/Deputy Program Manager

United Nations Development Program

Security Level: Email, Account Authentication
(None)*Inga Babicheva*Signature Adoption: Pre-selected Style
Using IP Address: 158.181.21.46

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Signed: September 14, 2021 | 20:36

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Signer Events	Signature	Timestamp
Nargiza Umetalieva nargiza.umetalieva@undp.org Procurement specialist United Nations Development Program Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Using IP Address: 212.42.97.140	Sent: September 14, 2021 14:53 Viewed: September 14, 2021 14:54 Signed: September 14, 2021 14:54

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Ryskul Olzhobaeva
ryskul.olzhobaeva@afew.kg
Security Level: Email, Account Authentication (None)

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